**PORT OF ORCAS**

**REGULAR MEETING MINUTES**

**MARCH 22,2021**

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**Commissioners Present:** Mia Kartiganer, Pierrette Guimond, Robert Hamilton, Michael Triplett, Bea vonTobel

**Staff Present:** Jeannnie Sharpe, Kimberly Kimple

**Guests Present:** Tyler Otten, Dave Douglas, Sadie Bailey, Paul & Cathy Vierthaler, Susan Kavanaugh, Richard (?), Ranna MacNeil, Diane Craig, Bob and Cheryl Costagna, Mike Stolmeier, Rick Christmas, Chris Martin, Blythe Simpson, Karen (?), Bob (?), et al not verified.

**CALL TO ORDER/VERIFICATION OF QUORUM**

Chair Kartiganer called the zoom meeting to order at 5:00pm and verified presence of a quorum.

**AGENDA AMENDMENTS**

After a brief discussion of the order of events, the consensus was to proceed without change.

**PUBLIC ACCESS**

Sadie Bailey noted her preference for receiving documents in Word© format, and that her sound reception was frequently muffled/garbled.

**Executive Session—**Continued

It was agreed to move to executive session at 5:04pm for 10 minutes to evaluate the qualifications of an applicant for public employment or to review the performance of a public employee. RCW 42.310.110 (1)(g).

Members of the public who were present via zoom were excluded by the moderator from this portion.

The executive session was concluded at 5:14pm and the regular meeting resumed; members of the public were again included.

**MONTHLY BUSINESS**

1. Approval of Previous Minutes – February 22, 2021

After a correction in wording was made, Robert moved, Bea seconded approval of the corrected draft minutes as noted, and the motion passed 3/2, with an abstention vote from Michael (due to absence) and a nay from Pierrette.

1. Approval of Vouchers Paid by Auditing Officer
2. 02/22/21 Payroll $10,404.47
3. 03/03/21 General $3,809.32
4. 03/16/21 General $7,861.70
5. 03/16/21 Capital $35,137.37

Pierrette moved, Michael seconded payment of the aforenoted invoices, and the motion passed unanimously.

**MONTHLY REPORTS**

1. Manager’s Report
2. Facilities Report
3. Financial Report

These reports are appended to the minutes as attachments and will also be posted on the port website for general public consumption.

After discussion, major financial reports will be presented quarterly, with monthly updates on expenditures and receipts continuing.

**OLD BUSINESS**

 1. ESWD Appraisal & Sale Agreement

 2. Paul Vierthaler Letter to Sell to Port

 3. ESWU Land Swap Update

 **3/22/21**

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Information on these items are appended to the minutes as part of the manager’s report. No report was forthcoming about item #3.

Upon learning of the FAA approval of item #1, Pierrette moved, Robert seconded approval of the legal document for the ESWD appraisal and sale agreement, and the motion passed 4/1.

**NEW BUSINESS**

1. Wage Increase – Airport Manager

Pierrette moved, Robert seconded increasing the airport manager’s monthly pay rate 3.7% ($2,500.00/year) retroactive to February 1, 2021, and the motion was passed unanimously.

1. Wage Increase – Facilities Manager

Michael moved, Robert seconded approval of a 2.5% pay increase retroactive to January 1, 2021, and the motion passed unanimously.

1. Kim Kimple – 3rd Employee Contract

After some discussion, Pierrette moved, Robert seconded approval for an additional 6-month contract as a Port of Orcas employee (through September 2021), and the motion passed unanimously.

1. Resolution for new Fund Account for Property Tax Revenue

Michael moved, Pierrette seconded approval of Resolution #2021-03-22 for the creation and establishment of a fund named airport operation fund #6723, and the motion passed unanimously.

1. Insurance for Crew Car

After discussion, Michael moved, Pierrette seconded approval of 6 months coverage for the crew car at a rate of $704.00 on a vote 4-1, with a dissenting vote by Bea.

**PUBLIC ACCESS**

Bob and Cheryl Costagna asked about chapter 5 of the master plan, specifically the ALP in the current version and its implementation. They voiced concern about the current commissioners and their stand on eminent domain. They will meet with the airport manager to discuss the adoption process, and Commissioner Triplett volunteered to help with their concerns.

Rick Christmas inquired about the split zone R4 residential designation of the port’s SE corner (known as the Larson lot).

Robert inquired of the Costagnas about improvements planned on marina property.

**NEXT REGULAR MEETING/ADJOURNMENT**

The next regular meeting is scheduled for Monday, April 26, 2021 at 5:00pm, via zoom unless announced otherwise.

The meeting adjourned at 6:41pm.

Respectfully submitted,

Bea vonTobel, Secretary